

**CRIPPLE CREEK MOUNTAIN ESTATES PROPERTY OWNERS' ASSOCIATION
MINUTES**

Saturday, October 13, 2018 at 10:56 A.M.

I) CALL TO ORDER & RULES OF CONDUCT

A) ROLL CALL OF DIRECTORS

Board Members present were: Mark R., Bill M., Jim B., Judy A. and Bob W. Rudy T. of Dorman Association Management Company was absent.

B) Quorum

A quorum of the Board was present.

C) Approval of September 2018 Meeting Minutes (*Board vote required*)

A motion was made by Judy A. and seconded by Bob W. to approve the September meeting minutes as written. **The motion was passed by the Board Members.**

D) Approval of Special Work Session Minutes of September 22,2018 (*Board vote required*)

A motion was made by Bob W. and seconded by Judy A. to approve the minutes of the Special Work Session held on September 22 as written. **The motion was passed by the Board Members.**

E) Ratify Vote- Rivera Construction LLC- Concrete Work

A motion was made by Bob W. and seconded by Bill M. to ratify the approval of the concrete bid from Rivera Construction, LLC in the amount of \$23,650.

II) BOARD OF DIRECTORS REPORT – PRESIDENT – MARK RICHWINE

A) Executive Session Report of August 2018

Administrative issues, legal, and delinquent accounts were discussed.

III) FINANCIAL REPORT – TREASURER – BILL MILLER

A) Approval of September 2018 Financial Statements – (*Board vote required*)

A motion was made by Jim B and seconded by Judy A. to approve the September financials. **The motion was passed by the Board Members.**

Bill M. explained that the financial report has been switched from a cash basis to an accrual basis on the recommendation of the POA management company. An itemized statement was provided in the handout.

IV) OFFICE LIAISON REPORT – SECRETARY – JUDY ANDERSON

A) Community Essentials

Community Essentials was included in the handout.

V) ARCHITECTURAL CONTROL COMMITTEE – VICE PRESIDENT - BOB WOOLEY AND PRESIDENT MARK RICHWINE

A) ACC Submissions

None

B) Variance Request - (*Board vote required*)

None

C) Complaints/Covenant Violations

DATE	FILING/LOT	COMPLAINT	CONTACTED
9/26	11-042	Property is trashed	Owner contacted

VI) MAINTENANCE REPORT – VICE PRESIDENT - BOB WOOLEY

A) Maintenance List

The itemized list is in the handout.

B) Garage Door Bid

A motion was made by Bob W. and seconded by Jim B. to accept the bid from A1 Garage Door Specialist for a new garage door including installation in the amount of \$1,898.23. This amount will include a new door and all new hardware along with a back-up battery and which will be activated by a push button in the office.

C) Men's Bathroom Office Side Drainage

The men's bathroom below the office has plugged up. John will call a plumber to scope the lines with a camera to see if the cast iron pipes have broken. He will request a bid for doing the work that is needed to correct the issue.

VII) COMMON GROUNDS & SECURITY REPORT – JIM BUTLER

A) Truck Purchase

Jim B. suggested that the truck purchase be placed on hold. Bob W. indicated that John will be retiring in a year or so. There is no need to purchase a truck.

B) Concrete Bids – Update

Jim B. reported that all the work should be done next week or as soon as possible depending on the weather.

VIII) MEMBERSHIP & AMENITIES REPORT – PRESIDENT - MARK RICHWINE

A) Assessment Rates

An opinion poll was taken to determine whether the Board should consider a uniform assessment rate for all properties or continue the current primary and secondary lot rates. After discussion and owner comments, a motion was made by Bill M. and seconded by Bob W. to continue the current primary and secondary lot rates as set by precedence and the Board has the authority to consider exceptions. **The motion was passed by a vote of 4 yes and 1 no.**

B) AED Station- Update - Ray Zittlosen

A handout was provided that explained what an AED is and the cost to purchase on. Ray Z. asked the Board to approve the purchase of an AED for the POA building. A motion was made by Bob W. and seconded by Jim B. to purchase an AED at a cost of \$1,474 which includes a fully-automated AED, Standard Battery, and an Alarmed Cabinet. **The motion was passed by the Board Members.**

This unit will be placed in the fitness room. One of the existing cameras in the fitness room will be directed toward the AED Station.

Four Mile Fire District has certified instructors that can teach anyone how to use this unit. The AED will talk you through on how to use it properly.

IX) COMMUNICATIONS – SECRETARY - JUDY ANDERSON

A) December Meeting/Christmas Party

The December 8th meeting will start at 1:30 p.m. and the Christmas party will immediately follow beginning at 3:30 p.m. The Poncelow's will be catering the dinner. As in the past, there will be a gift exchange. (Bring a gift, get a gift!)

X) OLD BUSINESS

None

XI) NEW BUSINESS

Four Mile Fire District is looking for volunteers, they hold classes every Monday at 6:00 p.m. for 3 hours.

Ray Z. is also a certified instructor in the "Stop Bleed Program" and can give training on this program which takes one hour. This free class can be given to anyone interested in learning how to "Stop the Bleed." Please contact Ray Z. at the Four Mile Fire Station.

PUBLIC COMMENT (3 Minute Time Limit)

None

XII) ADJOURN

The meeting was adjourned at 11:40 a.m.

Respectfully submitted this 2nd day of November, 2018


Judy Anderson, Board Secretary, Office Liaison

tg/JJG 

Reviewed and approved this 10th day of November, 2018


Mark Richwine, Board President